

**GKM R8 Management/ERP-OSC and OCPI Joint Meeting
June 21, 2016 from 8:30 am to 12:30 pm**

Draft Agenda (6/14/16, revised 6:00 pm)

Purpose: Based upon information gleaned from individual group meetings, develop strategies to better manage emergency situations

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| 1. Introductory remarks (Deb) | 8:30-8:45 |
| 2. Introductions: Name, group | 8:45-9:00 |
| 3. Process review and meeting guidelines | 9:00-9:15 |
| <ul style="list-style-type: none">1) Review process of individual group meetings, planning meeting, leading to today's joint meeting2) Acknowledge there are different perspectives, valid to the perceiver3) Guidelines, including:<ul style="list-style-type: none">a. The importance of staying future-focusedb. Use word choice and tone of respectc. Listen to understand (especially when you disagree). | |
| 4. Discussion on general recommendations looking forward
Taken from common themes identified at individual group meetings
(with a break at an appropriate time) | 9:15-12:10 |
| A. Clarify ICS structure | |
| <ul style="list-style-type: none">1) Typical ICS Structure (David)2) Recommendation topics<ul style="list-style-type: none">a. Roles and responsibilities- staff and leadershipb. Training for senior leadership and staffc. What is a strategic decision and what is a tactical decision? (ties in with communication)d. How can we work well as a team? (ties in with communication)e. Going 'big' – set the stage for a more in depth conversation on criteria to be considered | |
| B. Effective communication | |
| <ul style="list-style-type: none">1) Leadership inform staff on leadership needs, sensitivities, media trends2) Getting data out to public quickly3) Effective communication with the public and stakeholders4) Better communication up and down chain5) Effective communication with headquarters | |
| 5. Next steps | 12:10-12:25 |
| 6. Closing remarks | 12:25-12:30 |
| 7. Adjourn | 12:30 |